

**County of Carroll**  
**Commissioner's Meeting**  
Carroll County Administration Building  
**February 12, 2020**

**Meeting convened:** 9:00 a.m.  
**Members Present:** Amanda Bevard (Chair), Terry McCarthy (Vice-Chair), David Babson (Clerk)  
**Others Present:** Treasurer Joe Costello, CCHOC Superintendent Jason Henry, Maintenance Director Bob Murray, Jon Rich (IT Contractor, Cybertron)  
**Public Present:** Daymond Steer (Conway Daily Sun)  
**Recording Clerk:** Mellisa Seamans

Call to Order  
Pledge of Allegiance

**Approval of Minutes**

**MOTION:** "Approve the minutes of February 5, 2020" by Babson, 2<sup>nd</sup> McCarthy. Passed.  
Babson asked to hold the approval of the January 29 minutes until February 19.

**Media Questions**

Steer asked if any documents will be released regarding the departure of the county administrator ahead of the personnel hearing on February 24. Bevard said non-public documents will not be released until the matter is adjudicated. [NH RSA 91-A:3, II(e)]

**Public Input**

None

**Line-Item Transfers**

The commissioners approved, by unanimous vote, line-item transfers 57 and 58.

**Manifest Approval**

Costello announced the manifest total for week ending February 5 (\$204,831.05) and week ending February 12 (\$136,446.80).

**County Safe – Ossipee Police Department**

The commissioners previously voted (10/23/19) to approve a request from Ossipee Police Department to use the safe currently stored at the Annex. Seamans will follow-up and prepare a written agreement.

**Coordinator Computer**

The commissioners previously voted (01/08/20) to purchase a laptop for the delegation coordinator/recording clerk "post haste". Jon Rich (Cybertron) joined this meeting to discuss the need to increase the IT budget by \$5,000 to include this laptop, a laptop computer for the treasurer and \$3,600 for a security backup. Rich agreed to contact delegation subcommittee chairman Rep. Bill Marsh to discuss increasing the proposed 2020 IT budget appropriation. Rich confirmed that the laptop issued to the former county administrator has not been returned.

**Annex – Future Uses**

Murray will create an estimated budget for architect services. Murray suggested that the commissioners develop a vision for future use of the building. Murray declined to estimate a cost for repairing/repurposing the building

as it would be merely speculation. Murray noted that the building has no air conditioning, has single pane windows, needs upgrades to heating system, plumbing and roof repair, and has asbestos floor tiles.

#### Credit Card Policy

**MOTION:** “The County will not reimburse any purchase(s) made on an individual’s personal credit card if that person is authorized to use a County credit card” by Babson, 2<sup>nd</sup> McCarthy. Passed 3-0.

Seamans will distribute a copy of the credit card policy and this addendum to department heads for review at the next department head meeting.

#### Broda Chairs - MVC

The commissioners received an opened five bids for Broda chairs. The bids will be given to MVC Administrator Howie Chandler for review and recommendation.

#### CivicPlus – Website Hosting

McCarthy will confirm the date a representative is able to attend a commissioner’s meeting to explain the services offered. The commissioners will hold off on paying the 2020 invoice for hosting and on signing the one-year agreement until after their visit.

#### RSVP

**MOTION:** “To with RSVP in providing a proclamation for their use in fundraising” by Babson, 2<sup>nd</sup> McCarthy. Passed 3-0

#### National Association of Counties (NACO)

**MOTION:** “To pay the NACO annual membership dues in the amount of \$800” by Bevard, 2<sup>nd</sup> McCarthy. Passed 3-0.

#### Hales Location

**MOTION:** “If the terms are favorable, the commissioners support moving the Hales Location account to Bank of New Hampshire” by Babson, 2<sup>nd</sup> McCarthy. Passed 3-0

Babson will verify tuition owed for Hales Location students.

#### Treasurer’s Report

Costello reported that the preliminary tax-anticipation note (TAN) line of credit rates are 2.04% on the non-taxable portion and 2.55% on the taxable portion.

Costello suggested that the monthly department head meetings be on a set day every month, i.e., 2<sup>nd</sup> Thursday of every month.

#### Other

Discussion about the unknown history of the sign that was purchased at auction by Ann Aiton and donated to the County. Murray will hang the sign in the meeting room.

Henry attended a hearing in Concord and testified in opposition to a bill mandating medication assisted treatment (MAT) in County correctional facilities.

Murray will work on adding a panel to the door between the meeting room and county attorney’s office for soundproofing.

**Non-Public Session**

**Non-public Session 1**

**MOTION:** "To enter into non-public session under RSA 91-A:3, II(c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting.

The minutes of this session were not sealed.

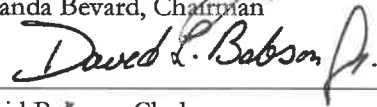
Following the non-public session, the commissioners recessed to a non-meeting with legal counsel and lunch. They then reconvened for the weekly check signing session.

Meeting adjourned.

Minutes approved on

2/19/20

  
Amanda Bevard, Chairman

  
David Babson, Clerk

  
Terry McCarthy, Vice-Chairman

